

OCRI Partner budget template

Media Resources Development Initiative (MRDI)
Journalist Capacity on Climate Change Reporting
May 2023 to January 2024 (09 Months)

#	DESCRIPTION	Approved Budget					Revised Budget				
		Unit	Cost per unit in local currency	Quantity	Frequency	Total in local currency	Unit	Cost per unit in local currency	Quantity	Frequency	Total in local currency
A	Activity A title - Training content development on climate reporting										
1.1	Honorarium for content development team leader	1 person x 5 days	10,000	5	1	50,000	1 person x 5 days	10,000	5	1	50,000
1.2	Venue, Sound & equipment (MRDI conference room)	1 meetings	10,000	1	1	10,000	1 meetings	10,000	1	1	10,000
1.3	Expert honorarium	6 persons	5,000	6	1	30,000	6 persons	5,000	6	1	30,000
1.4	Travel for Outside Dhaka Expert	3 persons x 2 ways	4,000	6	1	24,000	1 persons x 2 ways	2,000	1	1	2,000
1.5	Daily subsistence allowance for Outside Dhaka Expert	3 persons x 1.5 days	3,500	5	1	15,750	1 person x 1.5 days	3,500	1.5	1	5,250
1.6	Food & refreshment for meeting	10 persons	500	10	1	5,000	10 persons	630	10	1	6,302
1.7	Information kit	10 sets	750	10	1	7,500	10 sets	706	10	1	7,060
	Subtotal A					142,250					110,612
B	Activity B title - Training for correspondents of national news outlets										
2.1	Honorarium for facilitator	1 persons x 3 days	20,000	3	1	60,000	1 persons x 3 days	20,000	3	1	60,000
2.2	Honorarium for resource persons	4 sessions x 3 days	7,500	12	1	90,000	10 sessions	7,500	10	1	75,000
2.3	Transportation for participants (Vehicle Rent including fuel, toll & driver allowance)	2 microbus x 2 times	7,000	4	1	28,000	2 microbus x 2 times	8,953	4	1	35,810
2.4	Transportation for facilitator, resource persons and programme staffs (Vehicle Rent including fuel, toll & driver allowance)	2 microbus x 3 days	7,000	6	1	42,000	2 microbus x 3 days	5,351	6	1	32,104
2.5	Information kit (Folder, writing pad, pen & information material)	20 sets	2,000	20	1	40,000	20 sets	1,491	20	1	29,813
2.6	Venue (With sound system & other facilities) Hope foundation training center, Savar, Dhaka	3 days	20,000	3	1	60,000	3 days	16,656	3	1	49,968

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2.7	Food & refreshment (2 snacks, Breakfast, lunch & dinner)	20 persons x 3 days	2,500	60	1	150,000	20 persons x 3 days	2,762	60	1	165,715
2.8	Accommodation at training venue (Participants, Facilitator & MRDI staffs)	20 persons x 3 nights	2,500	60	1	150,000	20 persons x 3 nights	2,277	60	1	136,620
2.9	Travel for district correspondents	15 persons x 2 ways	1,500	30	1	45,000	15 persons x 2 ways	1,500	30	1	45,000
2.10	Daily subsistence allowance for district correspondents	15 persons x 1.5 days	3,500	22.5	1	78,750	15 persons x 1.5 days	3,500	22.5	1	78,750
2.11	Incidental cost for participants	15 persons x 3 days	2,000	45	1	90,000	15 persons x 3 days	2,000	45	1	90,000
2.12	Banner	1 unit	1,500	1	1	1,500	1 unit	1,500	1	1	1,500
2.13	Stationery	Lumpsum	5,000	1	1	5,000	Lumpsum	4,575	1	1	4,575
2.14	Perdiem for MRDI staffs & facilitator	5 persons x 3 days	450	15	1	6,750	4 persons x 3 days	450	12	1	5,400
2.15	Laptop rental for participants in classroom use	15 laptops x 3 days	1,680	45	1	75,600	15 laptops x 3 days	1,680	45	1	75,600
2.16	Service & support in training venue	Lumpsum	10,000	1	1	10,000	Lumpsum	9,800	1	1	9,800
Subtotal B						932,600					
C	Activity C title - Mentorship programme for correspondents of national news outlets										
3.1	Stipend for fellows	10 persons	20,000	10	1	200,000	13 persons	20,000	13	1	260,000
3.2	Mentor for fellows	Mentor for 10 fellows	25,000	10	1	250,000	Mentor for 13 fellows	25,000	13	1	325,000
3.3	Certificates printing & distribution	Package	6,000	1	1	6,000	Package	6,000	1	1	6,000
Subtotal C						456,000					
D	Activity D title - Training for reporters of community news outlets										
4.1	Honorarium for facilitator	1 persons x 3 days	20,000	3	1	60,000	1 persons x 3 days	20,000	3	1	60,000
4.2	Honorarium for resource persons	4 sessions x 3 days	7,500	12	1	90,000	11sessions	5,000	11	1	55,000

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4.3	Transportation for participants (Vehicle Rent including fuel, toll & driver allowance)	2 microbus x 2 times	7,000	4	1	28,000		-	-	-	-
4.4	Transportation for facilitator, resource persons and programme staffs (Vehicle Rent including fuel, toll & driver allowance)	2 microbus x 3 days	7,000	6	1	42,000		-	-	-	-
4.5	Information kit (Folder, writing pad, pen & information material)	20 sets	2,000	20	1	40,000	20 sets	1,395	20	1	27,901
4.6	Venue (With sound system & other facilities) Hope foundation training center, Savar, Dhaka	3 days	20,000	3	1	60,000	3 days	31,050	3	1	93,150
4.7	Food & refreshment (2 snacks, Breakfast, lunch & dinner)	20 persons x 3 days	2,500	60	1	150,000	22 persons x 3 days	1,216	66	1	80,256
4.8	Accommodation at training venue (Participants, Facilitator & MRDI staffs)	20 persons x 3 nights	2,500	60	1	150,000	20 persons x 3 nights	1,552	60	1	93,135
4.9	Travel for district correspondents	15 persons x 2 ways	1,500	30	1	45,000	15 persons x 2 ways	1,500	30	1	45,000
4.10	Daily subsistence allowance for district correspondents	15 persons x 1.5 days	3,500	22.5	1	78,750	15 persons x 4 days	3,500	60	1	210,000
4.11	Incidental cost for participants	15 persons x 3 days	2,000	45	1	90,000		-		-	-
4.12	Banner	1 unit	1,500	1	1	1,500	1 unit	1,500	1	1	1,500
4.13	Stationery	Lumpsum	5,000	1	1	5,000	Lumpsum	4,641	1	1	4,641
4.14	Perdiem for MRDI staffs & facilitator	5 persons x 3 days	450	15	1	6,750		-		-	-
4.15	Laptop rental for participants in classroom use	15 laptops x 3 days	1,680	15	3	75,600	15 laptops x 3 days	1,680	45	1	75,600
4.16	Service & support in training venue	Lumpsum	10,000	1	1	10,000		-		-	-
	Subtotal D					932,600					746,183

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		Unit	Cost per unit in local currency	Quantity	Frequency	Total in local currency	Unit	Cost per unit in local currency	Quantity	Frequency	Total in local currency
E	<i>Activity E title - Mentorship programme for reporters of community news outlets</i>										
5.1	Stipend for fellows	10 persons	15,000	10	1	150,000	13 persons	15,000	13	1	195,000
5.2	Mentor for fellows	Mentor for 10 fellows	25,000	10	1	250,000	Mentor for 13 fellows	25,000	13	1	325,000
5.3	Certificates printing & distribution	Package	6,000	1	1	6,000	Package	6,000	1	1	6,000
	Subtotal E					406,000					526,000
	Direct project cost total					2,869,450					2,869,450
F	Management fee										
6.1	Programme Coordinator, 50% Working Time	1 person x 8 months	75,000	8	1	600,000	1 person x 8 months	75,000	8	1	600,000
6.2	Financial service (Bank Charge - Mother A/C & Project A/C)	Per month	350	8	1	2,800	Per month	350	8	1	2,800
6.3	Audit of accounts	1 time	90,000	1	1	90,000	1 time	90,000	1	1	90,000
6.4	Partner project management fee	Per month	61,567	8	1	492,536	Per month	61,567	8	1	492,536
	Subtotal management fee					1,185,336					1,185,336
	Grand Total Costs					4,054,786					4,054,786

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